DSHS ProviderOne
MCO and RSN SFTP Instructions – updated 5/13/2009

The web address for the SFTP server has been changed to sftp://ftp.waproviderone.org.

There are two categories of folders under Trading Partner's SFPT folders:

1. TEST – Trading Partners should submit and receive their test files under this root folder For EDI testing, MCO/RSNs put/retrieve files under the **TEST** folder, which means these are for transactions of type **test**.

2. PROD – Trading Partners should submit and receive their production files under this root folder. This is where RSN/MCOs retrieve their 820s and 834s for during testing.

Following folder will be available under TEST/PROD folder within SFTP root of the Trading Partner:

'HIPAA_Inbound' - This folder should be used to drop the Inbound files that needs to be submitted to DSHS

'HIPAA_Ack' - Trading partner should look for acknowledgements to the files submitted in this folder. TA1, 997 and custom error report will be available for all the files submitted by the Trading Partner

'HIPAA_Outbound' – X12 outbound transactions generated by DSHS will be available in this folder

'HIPAA_Error' – Any inbound file that is not HIPAA compliant or is not recognized by ProviderOne will be moved to this folder

Folder structure will appear as:
TEST
|--- HIPAA_Inbound
|--- HIPAA_Ack
|--- HIPAA_Outbound
|--- HIPAA_Error
PROD
|--- HIPAA_Inbound
|--- HIPAA_Ack
|--- HIPAA_Outbound
|--- HIPAA_Error

If you have questions, please call the following numbers.

Topic	By Email	By Phone
EDI Gateway **(SFTP set-up and questions, 997 questions)**	**Please call for assistance**	**1-800-562-3022 (option 2, then option 4, option 3)**
HIPAA (EDI Other) **(ETRR questions)**	**hipaa-help@dshs.wa.gov**	**1-800-562-3022 (option 2, then option 4, then option 4)**